



December 9, 2019

Native Village of Kivalina
PO Box 50051
Kivalina, Alaska 99750

Attn: Millie Hawley, Tribal Administrator
Re: Proposal – Hazard Mitigation Plan Update
Kivalina, Alaska
Contract No. NVK 2018-IDIQ-CRW

Dear Millie,

We are pleased to submit this fee proposal to update the community's Hazard Mitigation Plan. The current plan on file is set to expire in 2020. An approved Hazard Mitigation Plan allows the community to apply for State and Federal funding associated with pre-disaster mitigation and hazard mitigation activities. As the community considers funding sources to assist with the expansion to the K-Hill site, it's critical that the community maintain eligibility to apply for these funds.

Scope of Services

We propose to use Jennifer LeMay of LeMay Engineering to update the existing plan. Ms. LeMay will engage both the City and Native Village to complete the plan. The fee for this work includes responses to all review comments.

Deliverables & Schedule

A Draft and Final HMP will be provided to both the City and Native Village. The proposed schedule is as follows:

- January/February: Update of the Plan based on 2018 State of Alaska HMP Requirements and reports that are readily available online
- March: Public Meeting #1 in Kivalina
- April: 30-day Public Comment Period
- May: Public Meeting #2 in Kivalina
- June/July: State/FEMA Reviews
- August: City and Tribe Adoptions of the Plan
- September: Final Approval by FEMA (well before current HMP expires November 19, 2020)

Fee

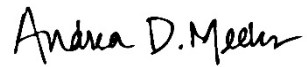
CRW proposed to complete the above described services on a time and expense basis in accordance with the terms and conditions of the IDIQ contract between NVK and the CRW. The estimated cost to

December 9, 2019
Kivalina, AK

complete the services is \$17,665. This cost will not be exceed without prior written authorization from the NVK. A breakdown of the cost and summary of assumptions is shown on the attached spreadsheet.

Please call or email me with any questions. We appreciate the opportunity to submit this proposal and look forward to the project.

Sincerely,
CRW Engineering Group, LLC

A handwritten signature in black ink that reads "Andrea D. Meeks". The signature is written in a cursive, flowing style.

Andrea Meeks, PE
Project Manager/Principal Engineer

Attachments: Fee Estimate Spreadsheet (1 page)

cc: Monetta Adams, Denali Commission Relocation Coordinator
Jocelyn Fenton, Denali Commission Program Manager

Fee Estimate Hazard Mitigation Plan Update Kivalina Alaska December 2019				Cost \$					SUBCONSULTANT BREAK DOWN
	Principal/Project Manager	Staff Engineer II	Clerical	Total Labor	Sub- Consultant Costs	Expenses	Line Item Totals	Subtask Total	
	\$185	\$125	\$75						LeMay
Task									
1.0 Draft & Final Hazard Mitigation Plan Update									
1.1 Project Management	4			\$740	\$15,000	\$25	\$17,268		\$15,000
1.2 Coordination with NVK and the DC	2			\$370		\$25	\$398		
								\$17,665	
TASK TOTAL:	6	0	0	\$1,110	\$15,000	\$50	\$17,665	\$17,665	\$15,000

Assumptions:

- 1) Subconsultant fee includes all expenses including travel for public meetings

Subconsultant Legend:

LeMay Engineering